BOARD OF SELECTMEN

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BOARD MEETING MINUTES
May 19, 2022
8:30 A.M.

Selectmen Present: Brian Doerpholz, John E.F. Craig, Martin Nolan

Guests: in person - Dana Pinney

Mr. Doerpholz called the meeting to order at 8:32 a.m.

PRIMARY:

******* **APPROVE MANIFESTS**

Mr. Craig made a motion to approve the manifests. Mr. Nolan seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes. Approved – 3-0

******* **APPROVE MINUTES**
- **April 27, 2022 – Public and Non-Public**
- **May 5, 2022 – Public and Non-Public**
- **May 10, 2022 – Public and Non-Public**

Mr. Craig made a motion to approve the public minutes of April 27, 2022. Mr. Doerpholz seconded.
Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan – Yes. Approved – 3-0

Mr. Craig made a motion to approve the non-public minutes of April 27, 2022. Mr. Doerpholz seconded.
Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan – Abstained. Approved – 2-0

Mr. Craig made a motion to approve the minutes of May 5, 2022, both public and non-public. Mr. Doerpholz seconded.
Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes. Approved – 3-0

Mr. Doerpholz made a motion to approve the minutes of May 10, 2022, both public and non-public. Mr. Craig seconded.
Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes. Approved – 3-0

******* **REVIEW SIGNATURE FOLDER** – The Selectmen reviewed and signed

******* **REVIEW CONSTRUCTION PERMIT APPLICATIONS**
- **Map 10, Lot 8**
- **Map 7, Lot 11-1**
- **Map 42, Lot 1-93**
- **Map 42, Lot 1-48**
- **Map 42, Lot 1-66 - Demolition**

Map 10, Lot 8 – Mr. Doerpholz made a motion to approve the Construction Permit for Map 10, Lot 8. Mr. Craig seconded.
Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes. Approved – 3-0
The Selectmen agreed that a Certificate of Occupancy was needed.

Map 7, Lot 11-1 – Mr. Doerpholz made a motion to approve the Construction Permit for Map 7, Lot 11-1. Mr. Craig seconded.
Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes. Approved – 3-0
The Selectmen agreed that a Certificate of Occupancy wasn't needed.

Map 42, Lot 1-93 – Mr. Doerpholz made a motion to approve the Construction Permit for Map 42, Lot 1-93. Mr. Craig seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes. Approved – 3-0
The Selectmen agreed that a Certificate of Occupancy wasn't needed.

Map 42, Lot 1-48 – Mr. Doerpholz made a motion to approve the Construction Permit for Map 42, Lot 1-48. Mr. Craig seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes. Approved – 3-0
The Selectmen agreed that a Certificate of Occupancy was needed.

Map 42, Lot 1-66 – Mr. Doerpholz made a motion to approve the Demolition Permit for Map 42, Lot 1-66. Mr. Craig seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes. Approved – 3-0
The Selectmen agreed that a Certificate of Occupancy wasn't needed.

9:00 MEET WITH CHELLY TIGHE – FITZWILLIAM INN

Chelly Tighe, David Tighe and Bob Evans met with the Selectmen to discuss plans for the Fitzwilliam Inn. Ms. Tighe thanked the Selectmen for meeting with them. Ms. Tighe mentioned they have an interesting program that they wanted to share. Ms. Tighe explained how they wanted to move forward. They hoped to provide guests at the Inn with access to the AA 12 Steps Recovery program. They would have people as guests in the Inn doing the same thing as AA meetings. They shared the mission of their program which has been named The Rooms at the Inn. Ms. Tighe shared what they will be and what they won't be. Ms. Tighe shared what the benefits would be to the community. This program would be attended by people that want to be there. Future plans are to revive their pizza ovens and open a coffee shop and juice bar. Integrating our community where everyone can hang out. It is an opportunity to support individuals striving to enhance and maintain continued recovery in a peaceful, healthy setting and the chance for the Inn to realize its potential by continuing to be the warm and welcoming place it has always been.

Bob Evans would be their program manager and he has been in the recovery field for over 36 years. Mr. Evans explained what he intended this program to be. Mr. Evans shared the goal right now is to do outreach to the different areas. He shared that recovery comes from action.

Mr. Nolan asked if it was for both men and women. Ms. Tighe shared that it was only for men and the maximum number was 10. Mr. Evans explained the staffing that would be on site.

Mr. Doerpholz mentioned the Veteran's Home and the reason that it failed. He also shared that they had no backing from the VA. Mr. Doerpholz shared that it was important to always have staff on site. Ms. Tighe shared that these are people working on their sobriety and it was different from what the Veteran's Home dealt with. Mr. Doerpholz shared that the Selectmen are looking for community support. Mr. Evans touched on the daily schedule.

Mr. Doerpholz asked if they had talked with the Land Use office. Ms. Tighe wanted to meet with the Selectmen first and they are not changing the zoning of the Inn. They have talked with the State and the Governor is extremely in favor of this model. Mr. Doerpholz asked them to check with Lori Nolan, Land Use Coordinator, as the use has changed. Ms. Tighe shared that it was a three month program and it was private pay.

Mr. Evans shared that Brian Gagnon of Keene has a program that he would be modeling. Mr. Evans would like to offer AA meetings a couple of times per week. It was asked how they would get referrals. Mr. Evans shared that they are creating a pamphlet and he would be doing some outreach to let people know they are providing a recovery program. Mr. Evans shared what the process would be for someone to be accepted into the program.

David Tighe shared that in the future they would look at having a program for women. They know that having men and women together doesn't work. They have started the discussion.

The Selectmen wished them success.

Mr. Nolan encouraged them to speak to Land Use.

9:30 MEET WITH CAROLE LANGER – STOP SIGN

Carole Langer met with the Selectmen to discuss a stop sign. She shared that she was referred to the Selectmen by Chief Leonard DiSalvo. Ms. Langer contacted the Police Department with a complaint about the yield sign at Jaffrey Road Extension. Chief DiSalvo shared that in talking with the highway department, he thought it was more of a State issue than a town because the State put up the yield sign and they maintain Route 119. Ms. Langer mentioned that she was hit trying to get out of her driveway. Discussion was held on a yield sign essentially being a stop sign. The yield sign is on Ms. Langer's property. Trimming the tree might help with the site line. Chief DiSalvo shared that Officer Gene Cuomo looked at the yield sign and suggested that it become a stop sign. Mr. Nolan shared that we could put that sign on the opposite side of the road. Mr. Doerpholz shared that they could leave it to DPW Director Glenn Smith's discretion. Chief DiSalvo shared that signs are

put on the right side of the road. Mr. Nolan shared that on town roads, we can put the signs where we want. Mr. Doerpholz shared that it is on Jaffrey Road Extension and not on Route 119. It's in our purview to add a sign. Mr. Craig asked if Ms. Langer was okay if the highway department trimmed the tree on her property. Ms. Langer gave permission. Mr. Nolan suggested putting a sign on the opposite lane. Chief DiSalvo suggested letting Mr. Smith determine where to put the sign.

Ms. Langer thanked the Selectmen and Chief DiSalvo. Mr. Doerpholz asked that something be put in the Newsletter.

9:45 NON-PUBLIC SESSION RSA 91-A:3 II(a) – PERSONNEL

At 9:47 a.m. Mr. Doerpholz made a motion to go into non-public session under RSA 91-A:3 II(a). Mr. Craig seconded and the motion passed 3-0. Roll Call vote: Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes.
At 10:38 a.m. Mr. Doerpholz made a motion to leave non-public session. Mr. Nolan seconded and the motion passed 3-0. Roll Call vote: Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes.

At 10:38 a.m. Mr. Doerpholz made a motion to seal the non-public minutes as disclosure would adversely affect the reputation of the person other than a member of the board. Mr. Nolan seconded and the motion passed 3-0. Roll Call vote: Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes.

***** ACCEPT RESIGNATIONS**
- **Police Officer – full-time**
- **Police Officer – part-time**

Mr. Doerpholz made a motion to accept the resignations of Officer Dan Moore and Officer Gene Cuomo and to send a letter of appreciation. Mr. Craig seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes. Approved – 3-0

10:30 MEET WITH CEMETERY TRUSTEES

Mike Grab and Christopher Mattson-Whipple met with the Selectmen to discuss the budget request for the second position to have an additional 5 hours. Mr. Doerpholz shared that there is only one position. Mr. Grab shared that they asked for the monetary amount and it was approved at Town Meeting for 20 hours. Mr. Grab noted that Mr. Smith is operating under the assumption that the cemetery position is only 15 hours. Mr. Doerpholz shared that there is one seasonal cemetery positon for 20 hours. There is a DPW position which is for 34 hours. Mr. Doerpholz mentioned that Richard Williams has been hired as a full-time employee at the DPW and the part-time position that Mr. Williams vacated needed to be filled Mr. Smith would determine when Mr. Williams can do mowing. Mr. Doerpholz shared that they are shorthanded and still looking for a part-time person. Ms. Favreau shared we have received a couple applications. Mr. Grab shared that Mr. Smith was hesitant to hire a person but would like to give them a test on the mower. The part-time positon is seasonal but then works for the DPW. Mr. Grab shared that if they can get a couple of hours from someone it would be helpful. Ms. Favreau shared that a person could be hired as a temporary. She thought about contracting with the mowing company that used to do the Town grounds for the summer. Mr. Doerpholz asked that we handle the cemeteries and hire a contractor for the Town grounds. Mr. Doerpholz asked where the cost would fall in the budget. Ms. Favreau shared that it has been budgeted through the DPW budget. Ms. Favreau asked if the Selectmen wanted her to pursue. Ms. Favreau shared that we could do it on a week to week basis. Mr. Doerpholz asked Ms. Favreau to follow up.

It was noted that the DPW is working 4-10 hour days through the summer. Mr. Grab understood the situation but the cemetery is short. Mr. Mattson-Whipple had talked with Mr. Williams, and it was mentioned that Sarah Williams only wants to work 20 hours per week. Discussion was held on the difficulty of hiring, experience with the mower, and having Ms. Williams work more hours in order to get the properties mowed for Memorial Day.

The Selectmen agreed to hire a contractor to mow until the part-time position has been filled. Ms. Favreau confirmed that Ms. Williams could work 20 hours under the cemetery and 5 hours under the DPW. Ms. Favreau shared that we are not saving money by having our employees mow town properties. Mr. Grab shared that last year, Mr. Williams and Ms. Williams went over and above what we would have gotten from a contractor. Mr. Grab asked if Mr. Williams could work overtime next week to get mowing done for Memorial Day. Mr. Doerpholz asked about Ms. Williams working more hours. It was mentioned that Chris Rocheleau could talk with Ms. Williams to find out if she could do some extra hours.

Everyone was in agreement on how to move forward to get ready for Memorial Day.

Mr. Mattson-Whipple asked about the requirements for having in-mates do some mowing. He shared that the people that do this at the jail have experience using lawn equipment. It would be a work release situation. The in-mate does this to meet their community hours which counts towards their release. Mr. Grab wouldn't want someone using the new mower. Mr. Nolan mentioned some of our other projects they might be able to help. Mr. Doerpholz mentioned the volunteer sign-up sheet on the website. Mr. Doerpholz mentioned if they are able to do it and it works out, for Mr. Grab to have them do additional work.

Mr. Grab shared the Memorial Day program with the Selectmen.

***** ACCEPT DONATION**

Mr. Doerpholz shared that a donation was received from William & Kirsten Prigge in memory of Dan Baker for the Dan Baker Memorial Fund.

Mr. Doerpholz made a motion to accept the donation. Mr. Craig seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes. Approved – 3-0

***** REVIEW APPLICATION FOR RENTAL OF TOWN PROPERTY**
- **Fitzwilliam Community Church – Town Common**

Mr. Doerpholz reviewed the Application for Rental of Town Property request from the Fitzwilliam Community Church for August 13, 2022 for their Flea Market on the Town Common from 6 a.m. – 2 p.m.

Mr. Nolan made a motion to approve the Application for Rental of Town Property request from the Fitzwilliam Community Church for August 13, 2022 on the Town Common and to waive the fee. Mr. Doerpholz seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes. Approved – 3-0

***** REVIEW LETTER FROM BOARD OF FIREWARDS**

Mr. Doerpholz reviewed the letter from the FireWards regarding the re-installation of the sprinkler system in the steeple.

Ms. Favreau has sent a copy of her e-mail to the FireWards indicating that she has been trying for over a year to get the sprinkler system re-installed.

The Selectmen called Hampshire Fire during their meeting and spoke with Glenn Wells. Mr. Wells thought it was handled out of their Lebanon office and he would look into and find out who was there and they would take care of it. Mr. Nolan asked when we could expect to hear back from him. Mr. Wells stated that he would call back this morning.

Mr. Nolan stated that if we don't have some kind of resolve by the Selectmen's next meeting that we look for someone else to re-install.

***** REVIEW EMAIL FROM CARLOTTA PINI**

Mr. Doerpholz reviewed the e-mail from Carlotta Pini asking why the bell was run 102 times for Louise Bill.

Mr. Doerpholz asked that a copy of the minutes be sent to Ms. Pini and to share that it was requested by a family member and not initiated by the Selectmen.

***** APPROVE LEGAL INVOICES**

Mr. Doerpholz reviewed the invoices from DrummondWoodsum in the amount of $777.02 for general representation of Fish Rock Road – the Herrick property and $530.72 – for the Onges Zoning Appeal and Housing Board of Appeals.

Mr. Doerpholz made a motion to approve both legal invoices in the amounts of $777.02 and $530.72. Mr. Craig seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes. Approved – 3-0

***** CONSERVATION COMMISSION ALTERNATE APPOINTMENT**

Mr. Doerpholz shared that the Conservation Commission recommended Corinne Marcou serve as an alternate on the Conservation Commission. Mr. Doerpholz thought alternates served a one year term. Ms. Favreau would look into.

Mr. Doerpholz made a motion to appoint Corinne Marcou as an alternate on the Conservation Commission. Mr. Craig seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes. Approved – 3-0

***** DISCUSS BUILDING REPAIRS**
- **Ceiling Land Use Office**
- **Town Hall foundation**

Mr. Craig asked Lori Nolan, Land Use Coordinator to think about whether she wanted to move her desk. It doesn't appear to Mr. Craig that it is water staining. Mr. Craig didn't think it was a water issue but something else and he would like to bring in a plasterer to do the repairs quickly.

Mr. Craig shared that we have identified some people that have experience working with plaster. Mr. Craig would contact them. Mr. Pinney shared that when he talked to the Town Administrator in Peterborough, they used someone that has experience with plaster and the administrator was very pleased with the work.

Mr. Craig asked about the foundation and wondered if it needed to be repointed. Mr. Doerpholz suggested having a contractor look at the ceiling, the steps and the foundation and roll all into one, if applying for LCHIP. Mr. Craig would follow up with Peterborough's Town Administrator.

INFORMATION

Mr. Nolan asked if everyone received the Planning Board meeting notes that he sent out last night. Mr. Craig asked about Kev's Kayak business requesting to have a band. Mr. Nolan mentioned that he wanted to expand and had several ideas. The Planning Board suggested that he put in a formal proposal but it was noted that he was near the water.

ON-GOING BUSINESS:

***** TOWN-WIDE ISSUES TO BE ADDRESSED AND THEIR ENFORCEMENT**

- **Unregistered vehicles**
- **Debris and junk in yards**

Mr. Doerpholz made a motion to adjourn the meeting at 11:28 a.m. Mr. Craig seconded and the motion passed. 3-0

Submitted by:

Sheryl White
Secretary to the Board of Selectmen

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Brian Doerpholz, Chairman

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John E.F. Craig

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Martin Nolan
Board of Selectmen